

U.S. Air Force Contracting



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Contracting Professional Development



Future Contracting Leaders

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- Change is our only constant
- We operate in a different environment today and need expanded skills
- Leading solutions requires a broader perspective beyond contracting





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Successful Leadership Skills

- **Leading Change**
- **Leading People**
- **Business Acumen**
- **Results Driven**
- **Building Coalitions**



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Characteristics of Contracting Leaders

IN THE PAST

- Contract Focus/Rules Based
- Conservative/ Established Strategies
- Risk Averse
- Manage Workforce
- Stove-piped career progression

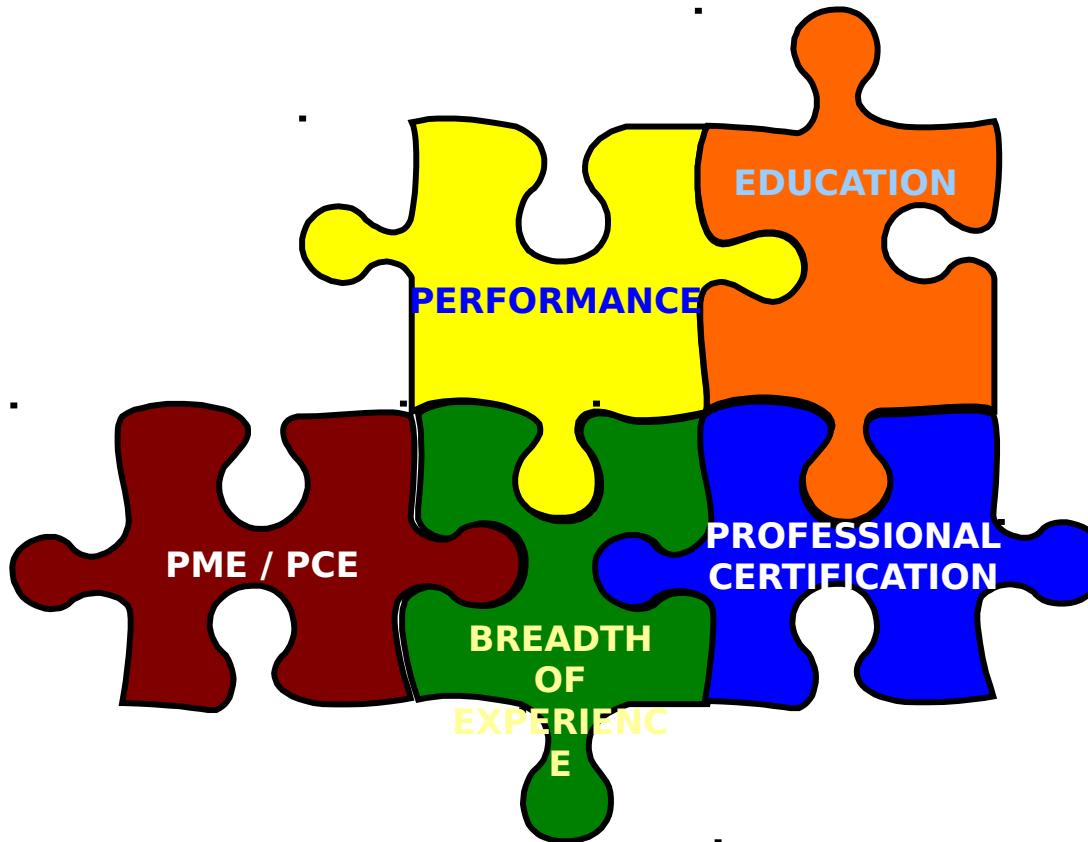
NOW

- Strategic Business focus
- Creative Solutions and Innovation
- Thoughtful Risk Taking
- Lead and Mentor
- Functional Depth with Acquisition Breadth



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Elements of Contracting Career Development





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Elements of Career

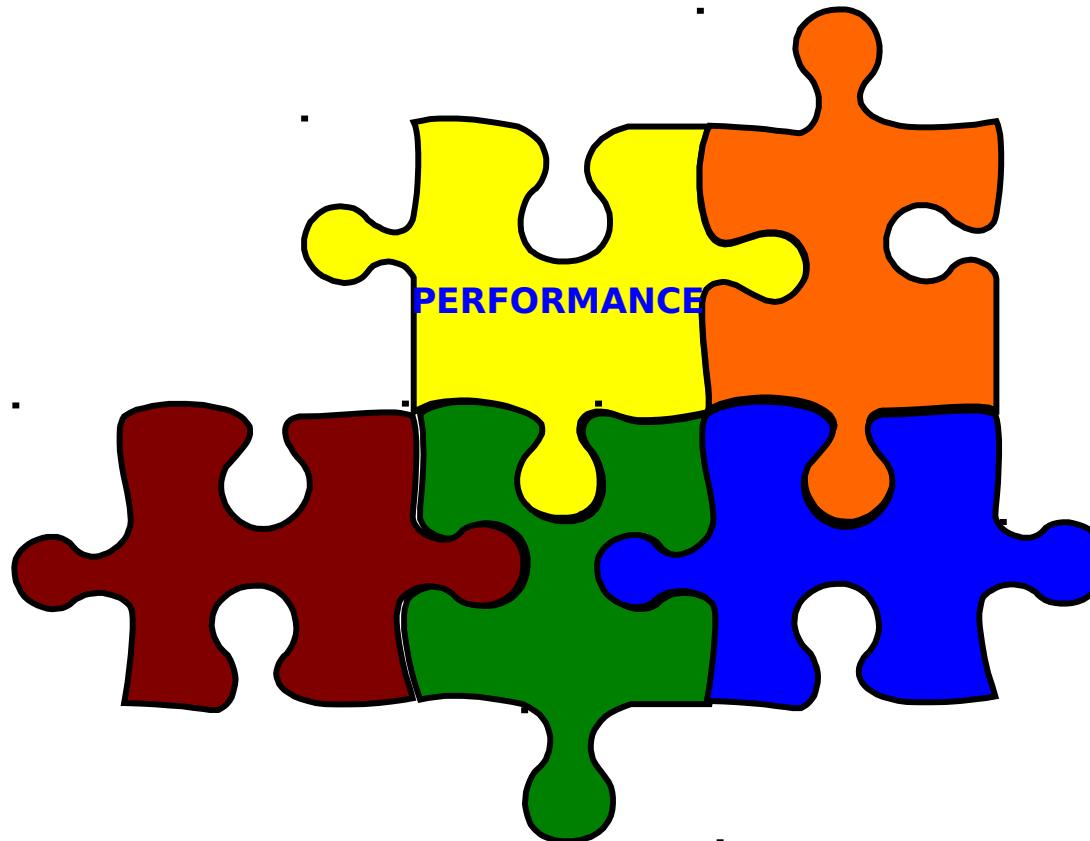
Maximum Points *Development*

Superior Performance	300
Advanced Education	90
Professional Military Education	30
Professional Civilian Education	30
Breadth of Experience	36
Professional Certifications	<u>4</u>
Maximum Total Points	
490	



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The Role of Performance in Career Progression





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Job Performance

- Technical Superiority is “Job One”
 - Establishes professional credibility and reputation
 - Demonstrates Contracting capability

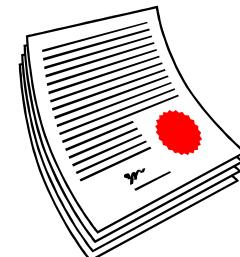
- Job Performance Measurement (Max 300 Points)
 - Annual Technical Appraisal (AF Form 2620) is 200 points
 - Annual Performance Appraisal (AF Form 860A) is 100 points





Building a Firm Foundation

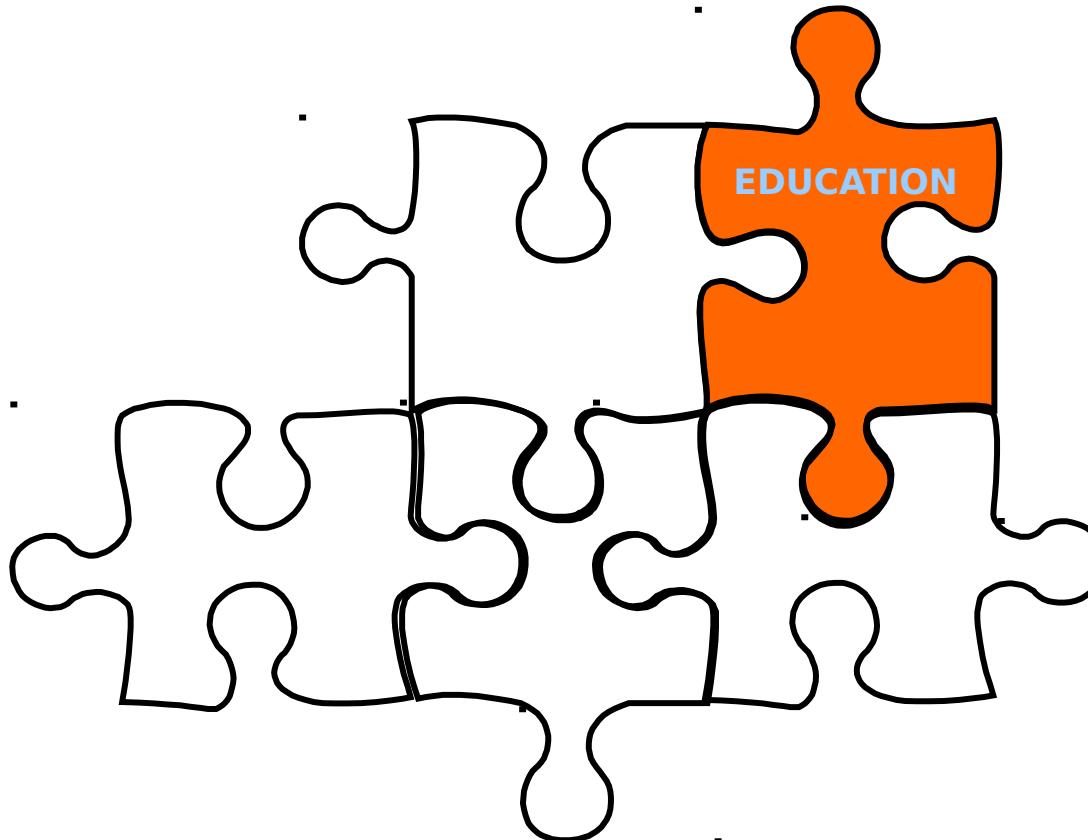
- Solid PCO Experience is fundamental...
 - Contractually Obligate the Government
 - Solve Problems and Resolve Issues
 - Decision Maker
 - Team Leader - Manage People, Schedules, Relationships, Processes
 - Mentor and Train Buyers





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The Role of Education in Career Progression





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Value of Continuous Learning

- APDP Training/Certification (DAU Classes) imparts basic Contracting Knowledge
- 40 hours of Continuous Learning each year keeps you professionally current
- 80 hours of Management Training (one time) enhances Leadership Skills (APDP Level III)
- Master's Degree in a Business Discipline provides critical skills that enable success as a Contracting Professional





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Education

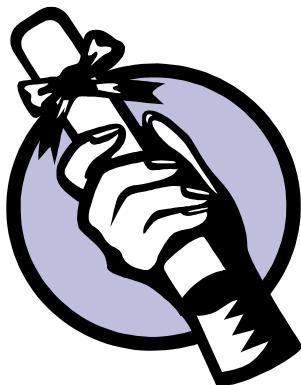
- Points for education (Max 90 Points):
 - Any Bachelor's equals 50 points
 - Any Bachelor's plus a Master's equals 90 points
- New 1102 employees need a Bachelor's Degree and 24 semester hours in business
- Acquisition Corps Positions (GS 14-15)
 - Require degree and 24 semester hours in business
 - Or by 1 Oct 91, had at least 10 years of experience in acquisition positions (DAWIA exemption from education requirements)



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1102 Education Profile

- Master's Degree
Statistics



GS 12	31%
GS 13	63%
GS 14	79%
GS 15	82%



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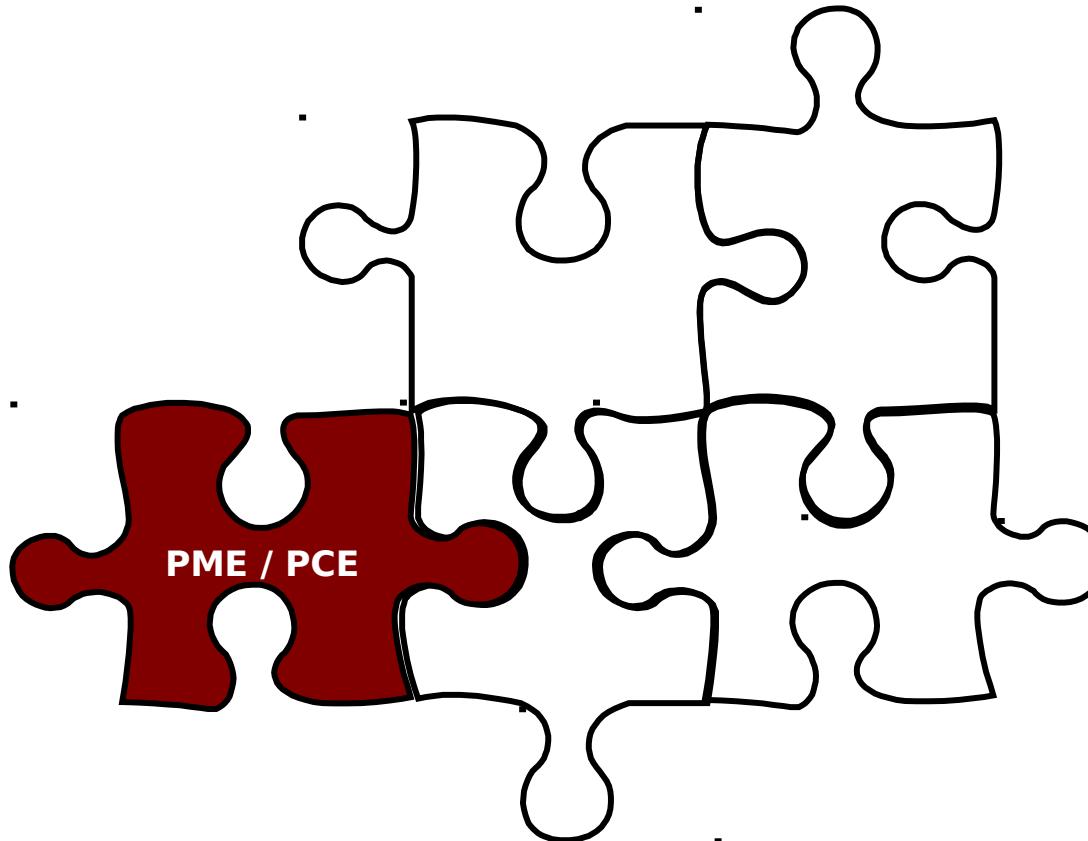
Education Opportunities

- **Tuition Assistance - Courses approved and funded individually**
 - **Career Program Sponsored - Job Related**
 - **Base Education Office - Job Related**
- **Degree Completion Program**
 - **Full-time Student w/ Salary**
 - **Actively Pursuing Degree in Business Discipline**
 - **Must be within 12 months of completion**
 - **Management Endorsement Required**
- **Base-Level Long-Term Full-Time Training**



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The Role of PME/PCE in Career Progression





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Value of Professional

~~***Military/Civilian Education***~~

- Professional Military Education
 - Gain War Fighter Focus
 - Understand the Air Force Mission, Structure, and Function
 - Enhance Credibility with Military Counterparts
- Professional Civilian Education
 - Exposure to totally different environments
 - Enhance Credibility with Industry
 - Greater Perspective



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Professional Military/Civilian Education

- In-Residence Courses and Programs
 - Competitively Selected
 - Local Annual Nominations and Screening
 - AF Civilian Competitive Development Program (CCDP) Board Selections
- Correspondence/Seminar Courses available non-competitively through Base Education Office



Professional Military Education

	<u>Eligibility</u>	
■ Air and Space Basic Course (ASBC)	GS 9 to 11	Lieutenant
■ Squadron Officers School (SOS)	GS 9 to 12	Captain
■ Intermediate Service School	GS 11 & above	Major
■ Air Command and Staff College (ACSC)		
■ Senior Service School	GS 13 & above	Lt Colonel/Colonel
■ Air War College (AWC)		
■ Industrial College of the Armed Forces (ICAF)	GS 14 & above	Lt Colonel/Colonel



Professional Military Education Credit

- Competing for GS 12-13 – Max 30 points
 - Air and Space Basic Course (30 points)
 - Squadron Officers School (30 points)
 - Senior NCO Academy (30 points)
 - Intermediate Service School (30 points)
- Competing for GS 14 – Max 30 points
 - Intermediate Service School (30 points)
 - Air Force Legislative Fellows Program (20 points)
 - Air War College (30 points)
- Competing for GS 15 – Max 30 points
 - Senior Service School (30 points)
 - RAND Fellows Program (20 points)
 - Intermediate Service School (15 points)

Residence/Correspondence/Seminar Courses Credited
Equally



Professional Civilian Education

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~~Sample Opportunities~~

Course	Basic Eligibility	Points -Max 30	Competing for
Executive Leadership Development Program (10 months)	GS 12	10	GS 13-15
Harvard University JFK Fellows Program	GS 13	20	GS 14-15
Stanford University Sloan Executive Program	GS 14	20	GS 15

Additional Opportunities Can Be Found at:

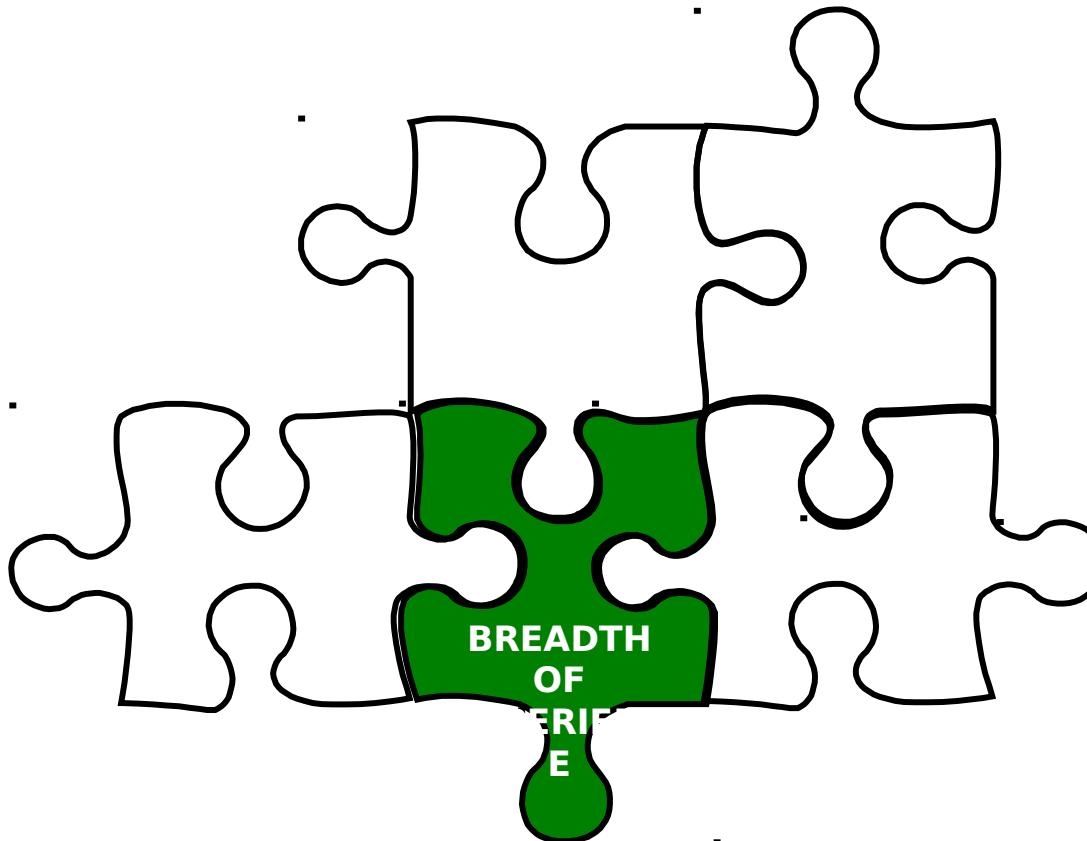
CCDP: <http://www.afpc.randolph.af.mil/cp/DPKD/CCDP/Default.aspx>

Referral: <http://www.afpc.randolph.af.mil/cp/ccb/cenref.htm>



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The Role of Experience in Career Progression





Value of Breadth of Experience

- Provides a much broader base from which to create vision and solve problems
- Establishes a Professional Network and Builds Coalitions
 - Helps you get the job done
 - Enhances Broadening Opportunities
 - Expands Professional Reputation/Credibility
- Expands Career-Path Options

“A person’s vision is limited by what he or she has seen and experienced”



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Breadth of Experience

- Senior Leaders need the Big Picture Gained Through:
 - Multi-Occupational Series (different acquisition jobs)
 - Multi-Organizational Levels (Installation, MAJCOM, Departmental)
 - Multi-Command Experience
- Experience credited at the GS 11 and above



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Breadth of Experience

- Multi-Occupational Series – 12 points Max
 - Only Acquisition Coded Positions will be credited
 - Thirty-two job series qualify within the five acquisition programs:
 - Contracting (1102 only)
 - Logistics
 - Program Management
 - Science & Engineering
 - Financial Management



Breadth of Experience

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- Multi-Organizational Levels – 12 points Max
 - Any position at GS 11 and above qualify
- Points attained as follows:
 - Field installation assignment (4 points)
 - i.e. ASC, SMC, WRALC, McChord, etc
 - MAJCOM assignment (4 points)
 - i.e. HQ AFMC, HQ AFSPC, HQ AETC, etc
 - Departmental Assignment (4 points)



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Breadth of Experience



- Multi-Command - 12 points Max
- Four points per assignment within any of the designated commands



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Breadth of Experience Credit

Breadth of Experience	Competing for GS-12	Competing for GS-13	Competing for GS-14	Competing for GS-15
Multi-Occupational Series Assignments	0 Points	12 Points for 1 Assignment in addition to 1102	12 Points for 1 Assignment in addition to 1102	12 Points Max 8 Points for 1 Assignment in addition to 1102 12 Points for 2 Assignments in addition to 1102
Multi-Organization Level Assignments	0 Points	12 Points Max 4 points each for different organizational levels	12 Points Max 4 points each for different organizational levels	12 Points Max 4 points each for different organizational levels
Multi-Command Assignments	0 Points	12 Points Max 4 points per MAJCOM	12 Points Max 4 points per MAJCOM	12 Points Max 4 points per MAJCOM



Breadth of Experience ~~Opportunities~~

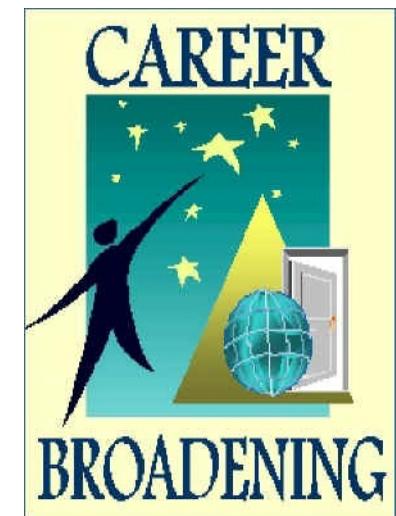
- Local Opportunities for Cross-Functional, MAJCOM or multi-command assignments at some locations
- Self-Nominate for lateral or promotion opportunities at other locations through the Civilian Referral System
- Contracting Career Broadening Program



Career Broadening Program

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- 29 positions available Air Force wide
- Provides a 30 month broadening assignment at another location
 - GS 13-14 Contracting Positions
 - GS 13 Cross-Functional Positions
- Provided GS-15/Col/SES Mentor





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Career Broadening Program

Qualifications

- Top Notch Performance Ratings
- Willingness to be Geographically Mobile
- Master's Degree
- Strong Managerial Endorsement
- Self-Improvement Track Record
- PCO Experience Desirable
- Ability to articulate short and long-term career goals



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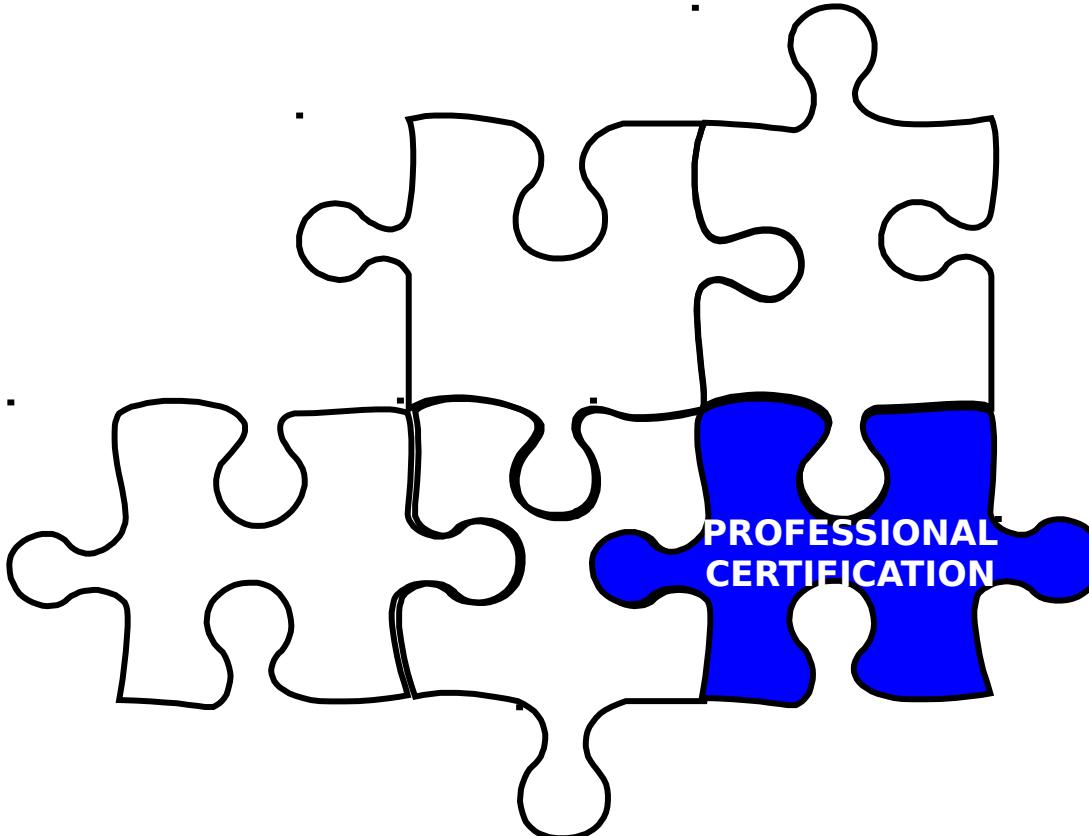
Career Broadening Program Application Process

- Open Continuous Announcements for GS 13 Positions
(www.afpc.af.mil/cp/ccp/carbroad)
- Special Announcements for Unique Opportunities
- Two step process –
 - Self-nomination
 - Application package with Contracting Managerial Endorsement



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The Role of Certifications in Professional Development





Value of Professional Certifications

- Every profession has certifications and standards to recognize competency
- Integrates the commercial perspective of our profession
- Demonstrates personal initiative and commitment toward self development



Professional Certification Credit

- 17 Certifications Recognized (4 Points Max)
 - A Certification Requiring Testing Earns 2 Points
 - A Certification Received from Classroom Attendance Earns 1 Point
- Popular Certifications
 - NCMA (CPCM, CFCM, CACM, CCCM) – 2 Points
 - AFIT (Prof Desg in Cont Mgmt, Cost/Price Analysis) – 1 Point
 - CPA, Cert Purchasing Mgr – 2 Points
 - Cert Prof Logistician (SOLE) – 2 Points
- All certifications listed at –
www.afpc.randolph.af.mil/cp/ccp



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Summing Up



Air Force 1102's by Grade

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Grade	# of Employees	% of 1102 Workforce
GS 5-10	898	18 %
GS 11	1125	23 %
GS 12	1753	36 %
GS 13	773	16 %
GS 14	222	5 %
GS 15	85	1.8%
SES	7	0.2%
Total	4863	100 %



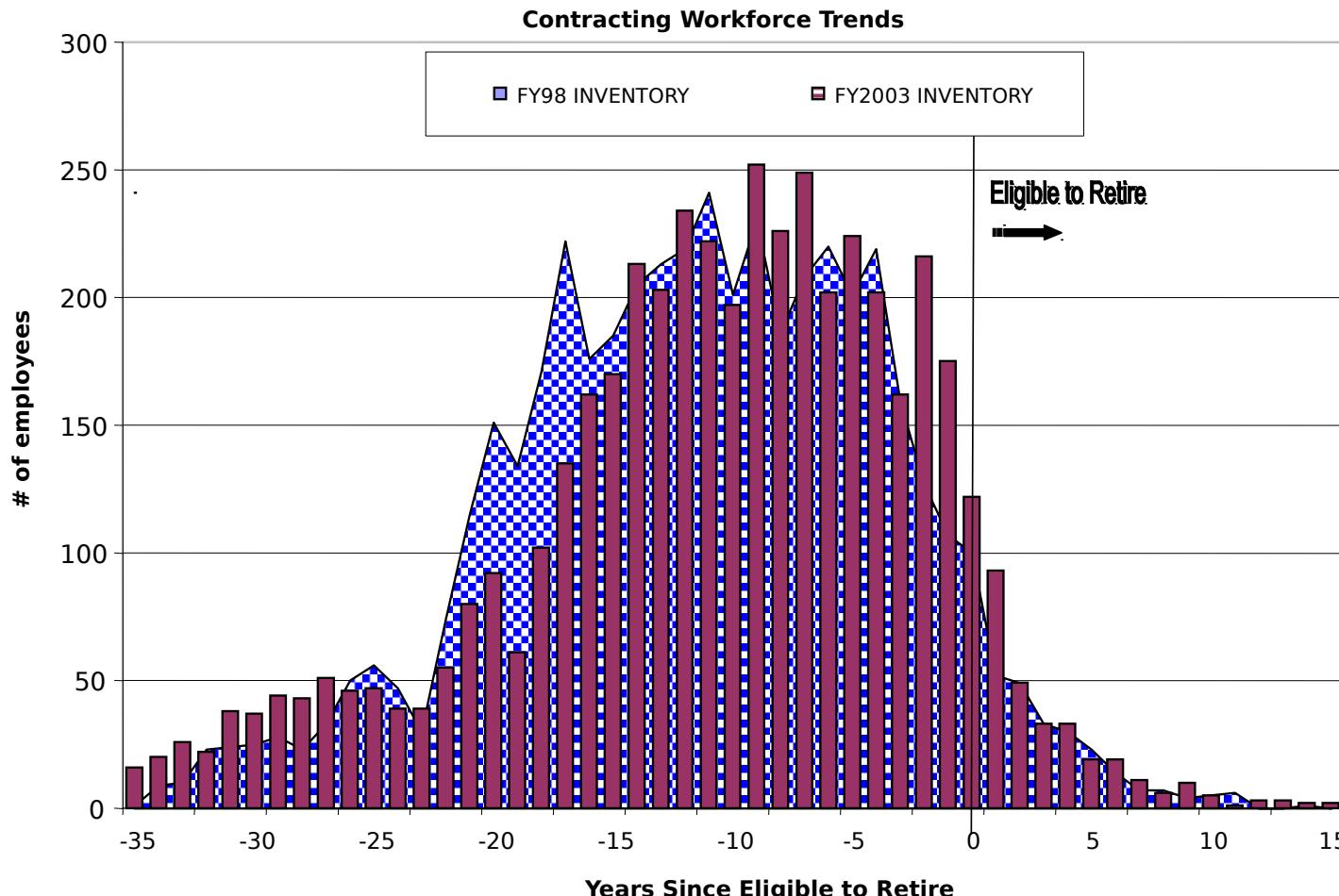
Senior Leader Profile

- Current SES Members (7)
 - 6 have demonstrated geographic mobility
 - 4 have cross-functional experience
 - 7 have Senior Service School or PCE
 - 7 have Master's Degree or above
- Current GS 15s (85)
 - 50 have demonstrated geographic mobility
 - 10 have cross-functional experience
 - 32 have Senior Service School or PCE
 - 71 have Master's Degree or above

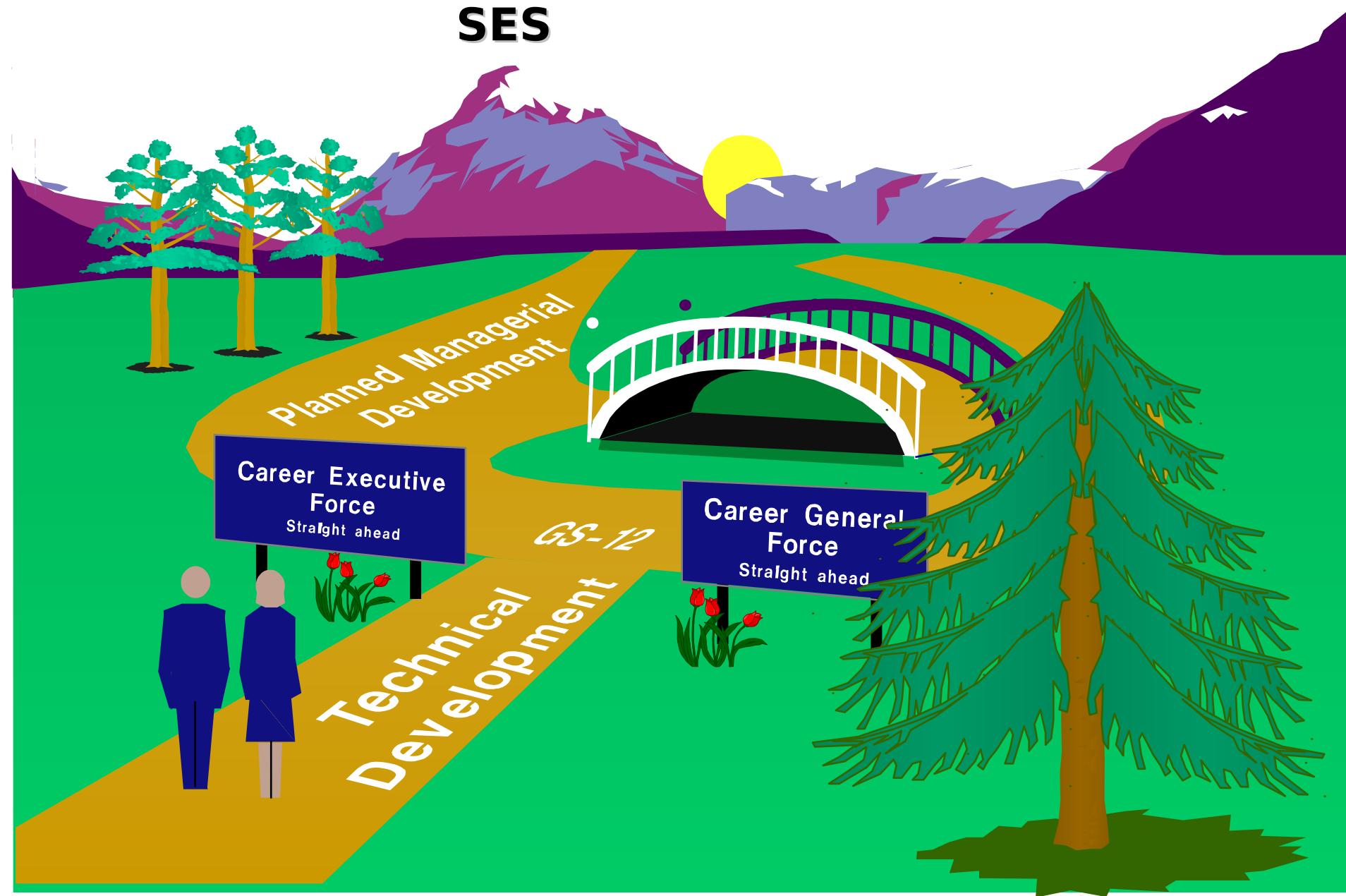


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Total Workforce Eligible to Retire



SES





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Summary

“Success awaits those who prepare well today for tomorrow’s opportunities”



References for More Information

TUITION ASSISTANCE

<http://www.afpc.randolph.af.mil/cp/ccb/tuition.htm>

REFERRAL SYSTEM

<http://www.afpc.randolph.af.mil/cp/ccb/cenref.htm>

CAREER BROADENING OPPORTUNITIES

<http://www.afpc.randolph.af.mil/cp/ccb/carbroad.htm>

CIVILIAN COMPETITIVE DEVELOPMENT PROGRAM

(Formerly Long-Term Full-Time (LTFT) Training)

<http://www.afpc.randolph.af.mil/cp/DPKD/CCDP/Default.htm>



References for More Information

OPM MANAGEMENT DEVELOPMENT COURSES

<http://www.afpc.randolph.af.mil/cp/ccb/sttng.htm>

DEFENSE LEADERSHIP & MANAGEMENT PROGRAM

<http://www.afpc.randolph.af.mil/cp/DLAMP/default.htm>

DEGREE COMPLETION PROGRAM (DCP)

<http://www.afpc.randolph.af.mil/cp/dpkd/guide/courses/b80.htm>

AIR UNIVERSITY—PME SCHOOL INFORMATION

<http://www.au.af.mil/au/schools/index.html>